



Wheaton Park District

**Wheaton Park District Board of Commissioners Meeting
Wednesday April 19, 2017 7:00 p.m.
City of Wheaton Council Chambers
303 W. Wesley Street Wheaton, Illinois**

CALL TO ORDER –President Hodgkinson called the meeting to order at 7:00 p.m. Commissioners Frey, Kelly, Mee, Morrill, Vires and were present.

PRESENTATIONS

1. Week of the Young Child

Jamie Martinson, Preschool & Camp Manager stated that the Week of the Young Child will be from April 21-28. We like to encourage families to stay engaged in our programs. There will be 25 free programs and a free Ice Cream Social on April 28. There are 325 registered for the program.

2. 2017 Summer Camps

Jamie stated that registration for camps is up 75%, she attributed the increase due to marketing and satisfied return customers. She thanked Marketing Director Margie Wilhelmi and her staff for their marketing efforts.

3. Memorial Park Master Plan Concept and Cost Estimates - Consultants

Consultants from Kimley Horn and Williams Architects gave a presentation on the Memorial Park upgrades. (Master plan). After the conclusion of the presentation Commissioner Kelly stated that we should look at other fundraising for parts of the park. Executive Director Benard asked the board if they were agreeable to putting the master plan on the website and other places for the public to view. The board thought it was a good idea. President Hodgkinson thought it would be a good idea to meet on all the master plans at the September Buildings and Grounds Meeting.

COMMUNITY INPUT

None

CONSENT AGENDA

- A. Approval of the Disbursements totaling \$1,189,175.85 for the period beginning March 8, 2017 and ending April 11, 2017.
- B. Approval of the March 15, 2017 Regular Meeting Minutes
- C. Approval of the Buildings and Grounds Subcommittee Meeting Minutes from April 5, 2017
- D. Approval of the Finance Subcommittee Meeting Minutes from April 5, 2017

Commissioner Mee moved to approve the consent agenda as presented. Seconded by Commissioner Vires.

Motion passed by roll call vote.
Ayes: Frey, Kelly, Mee, Morrill, Vires, Hodgkinson
Nays: None
Abstain: None
Absent: None

ADDITIONS TO THE AGENDA

Cooling System

Commissioner Kelly stated that the cooling coils that serve the Memorial Room at the Community Center froze over the winter. The job to replace the coils is too big for staff. We can do a five day quick ship and it will cost \$25,000 to \$30,000. The two quotes we received were not an “apples to apples” comparison. Kelly recommended that we replace the drain pan too while they are doing the other repairs. This falls under the Emergency Repair Policy. The standard lead time for this is four weeks with one week to install. Kelly asked the board if they would give him the authority to look at the quotes with staff tomorrow. The board was agreeable to this. Kelly stated we would like to order the equipment tomorrow. Kelly stated that we need to get a procedure on how we shut things like this down for the winter. The board will make a formal motion on this in May and Executive Director Benard will proceed with the repairs now under the Emergency Repairs Policy within the Finance Policies. The board was agreeable with this.

UNFINISHED BUSINESS

1. Cosley Animal Welcome Center Project - change order #2 with Kandu Construction for the Cosley Zoo Quarantine Facility in the amount of \$16,076.39.

Commissioner Kelly moved to approve Cosley Animal Welcome Center Project - change order #2 with Kandu Construction for the Cosley Zoo Quarantine Facility in the amount of \$16,076.39. Seconded by Commissioner Mee.

Motion passed by roll call vote.
Ayes: Frey, Kelly, Mee, Morrill, Vires, Hodgkinson
Nays: None
Abstain: None
Absent: None

NEW BUSINESS

1. Resolution No. 2017-07 – Authorizing the Executive Director to Increase and Improve Available Habitat for Monarch Butterflies and other Native Pollinators

Commissioner Frey moved to approve Resolution No. 2017-07 – Authorizing the Executive Director to Increase and Improve Available Habitat for Monarch Butterflies and other Native Pollinators. Seconded by Commissioner Mee. Motion passed by voice vote.

2. Rathje Park Pond Shoreline Restoration and Dredging Project – Approval of a Contract with V3 Infrastructures for a Base Bid Amount of \$526,000 and Alternate No.1 for \$33,450

Commissioner Frey moved to approve Rathje Park Pond Shoreline Restoration and Dredging Project – Approval of a Contract with V3 Infrastructures for a Base Bid Amount of \$526,000 and Alternate No.1 for \$33,450. Seconded by Commissioner Morrill.

Commissioner Kelly stated that we are keeping up with the shorelines, and that this is preventative maintenance. Benard stated that the dredging also helps with fishing there too.

Motion passed by roll call vote.

Ayes: Frey, Kelly, Mee, Morrill, Vires, Hodgkinson

Nays: None

Abstain: None

Absent: None

3. Central Park Tennis Court Repair Project – Approval of the Bid from U.S. Tennis Court Construction Company for \$17,850

Commissioner Kelly moved to approve Central Park Tennis Court Repair Project from U.S. Tennis Court Construction Company for \$17,850. Seconded by Commissioner Vires.

Motion passed by roll call vote.

Ayes: Frey, Kelly, Mee, Morrill, Vires, Hodgkinson

Nays: None

Abstain: None

Absent: None

4. Asphalt Projects – Accept withdrawal from Evans and Son
 - Approval of the Bids from :
 - a. Park Service Center - Paving Chicagoland Paving in the Amount of \$14,900
 - b. Atten Park Pathways - Allstar Asphalt in the Amount of \$66,000
 - c. Arrowhead Cart Paths - Allstar Asphalt in the Amount of \$35,200

Commissioner Mee moved to approve the withdrawal from Evans and Son and approving of the Bids from:

Park Service Center - Paving Chicagoland Paving in the Amount of \$14,900

Atten Park Pathways - Allstar Asphalt in the Amount of \$66,000

Arrowhead Cart Paths - Allstar Asphalt in the Amount of \$35,200.

Seconded by Commissioner Vires.

Commissioner Vires asked why Evans and Son were withdrawing their bid. Benard stated that there was a bid error and this has been reviewed by the Buildings and Grounds Subcommittee and Legal Counsel.

Motion passed by roll call vote.

Ayes: Frey, Kelly, Mee, Morrill, Vires, Hodgkinson

Nays: None

Abstain: None

Absent: None

5. Seven Gables Playground Surface Replacement Project – Approval of Price secured through National Joint Purchasing Program from Synthetic Turf International in the Amount of \$71,658.35

Commissioner Frey moved to approve Seven Gables Playground Surface Replacement Project secured through National Joint Purchasing Program from Synthetic Turf International in the Amount of \$71,658.35. Seconded by Commissioner Morrill. No discussion.

Motion passed by roll call vote.

Ayes: Frey, Kelly, Mee, Morrill, Vires, Hodgkinson

Nays: None

Abstain: None

Absent: None

6. Purchase of Two Blowers for Arrowhead Golf Course - Approval of Price secured through Quote Solicitation for Two Turfco Torrent II Blowers in the Amount of \$13,934

Commissioner Kelly moved to approve the Purchase of Two Blowers for Arrowhead Golf Course - Approval of Price secured through Quote Solicitation for Two Turfco Torrent II Blowers in the Amount of \$13,934. Seconded by Commissioner Vires.

Motion passed by roll call vote.

Ayes: Frey, Kelly, Mee, Morrill, Vires, Hodgkinson

Nays: None

Abstain: None

Absent: None

7. Purchase of Golf Course Equipment – Approval of Price Secured through:
 - a. Illinois State Purchasing Program for a 2017 Toro Groundsmaster 4000-D in the Amount of \$54,960

Commissioner Kelly moved to approve the Illinois State Purchasing Program for a 2017 Toro Groundsmaster 4000-D in the Amount of \$54,960. Seconded by Commissioner Mee.

- b. NIPA Alliance Contract for Two Toro Workman HDX auto in the Amount of \$44,336.27 for the two machines

Commissioner Mee moved to approve the NIPA Alliance Contract for Two Toro Workman HDX auto in the Amount of \$44,336.27 for the two machines.
Seconded by Commissioner Morrill.

Motion passed by roll call vote.

Ayes: Frey, Kelly, Mee, Morrill, Vires, Hodgkinson

Nays: None

Abstain: None

Absent: None

8. Purchase of Park Maintenance Equipment Purchases - Approval of Price Secured through:

- a. Illinois State Purchasing Program for a 2017 Toro Groundsmaster 4000-D in the Amount of \$56,362.93
- b. NIPA Alliance Contract for a Toro 2017 Groundsmaster 7210 in the Amount of \$56,519
- c. NJPA Contract for a 2017 Kubota Ballfield Tractor in the Amount of \$32,087.03

Commissioner Frey moved to approve the purchase of Park Maintenance Equipment with the price secured through the Illinois State Purchasing Program for a 2017 Toro Groundsmaster 4000-D in the Amount of \$56,362.93. Seconded by Commissioner Mee.

Commissioner Kelly moved to approve the NIPA Alliance Contract for a Toro 2017 Groundsmaster 7210 in the Amount of \$56,519. Seconded by Commissioner Vires.

Commissioner Morrill moved to approve the NJPA Contract for a 2017 Kubota Ballfield Tractor in the Amount of \$32,087.03. Seconded by Commissioner Vires.

No discussion.

Motion passed by roll call vote.

Ayes: Frey, Kelly, Mee, Morrill, Vires, Hodgkinson

Nays: None

Abstain: None

Absent: None

9. Purchase of Two Ford F350 Trucks at Prices Secured through the Illinois State Purchasing Program from Bob Ridings Fleet Sales;
 - a. 2017 Ford F-350 Regular Cab 4x4 Truck Chassis with Salt Box (purchased outside the bid process at lowest quote) for the Parks Department for \$41,326
 - b. 2017 Ford F-350 Supercab 4x4 Truck Chassis for \$36,584 for Arrowhead Golf Course

Commissioner Mee moved to approve Purchase of Two Ford F350 Trucks at Prices Secured through the Illinois State Purchasing Program from Bob Ridings Fleet Sales;

- a. 2017 Ford F-350 Regular Cab 4x4 Truck Chassis with Salt Box (purchased outside the bid process at lowest quote) for the Parks Department for \$41,326
- b. 2017 Ford F-350 Supercab 4x4 Truck Chassis for \$36,584 for Arrowhead Golf Course. Seconded by Commissioner Morrill.

Executive Director Benard stated that the salt box was the only thing not purchased through the Co-op.

Motion passed by roll call vote.

Ayes: Frey, Kelly, Mee, Morrill, Vires, Hodgkinson

Nays: None

Abstain: None

Absent: None

10. Liquid Chlorine Supply and Delivery Bids - Approval of Contract with two Renewal Options for a Total of Three Years with Mineral Masters in the Amount of \$1.25 per Gallon

Commissioner Kelly moved to approve the liquid chlorine supply and delivery bids with two renewal options for a total of three years with Mineral Masters in the Amount of \$1.25 per Gallon. Seconded by Commissioner Frey.

Executive Director Benard stated that if they hold their price for three years we will keep them.

Motion passed by roll call vote.

Ayes: Frey, Kelly, Mee, Morrill, Vires, Hodgkinson

Nays: None

Abstain: None

Absent: None

11. Fireworks July 3 Proposals – Approval of the Proposal from Johnny Rockets in the Amount of \$18,000 for 2017 and \$18,000 for 2018

Commissioner Vires moved to approve the fireworks July 3 proposal from Johnny Rockets in the Amount of \$18,000 for 2017 and \$18,000 for 2018. Seconded by Commissioner Frey.

Motion passed by roll call vote.

Ayes: Frey, Kelly, Mee, Morrill, Vires, Hodgkinson

Nays: None

Abstain: None

Absent: None

12. Amendments to the Finance Policies of the Wheaton Park District – Exemptions for Independent Contractor Agreements for Specialized Recreation and Athletic Instruction

Commissioner Vires moved to approve Amendments to the Finance Policies of the Wheaton Park District – Exemptions for Independent Contractor Agreements for Specialized Recreation and Athletic Instruction. Seconded by Commissioner Morrill.

Benard stated that Recreation and Athletics have specialized service providers, and sometimes the purchase amount exceeds the approved limits since there is a variance in the program numbers. Legal Counsel reviewed this for staff. Benard stated that 100% of each program fee covers the cost of these vendors.

Motion passed by voice vote.

13. Bids for 2017 and 2018 Cheerleading Program Uniform Purchases
Recommendation to Accept the Bid from Rebel Athletic for Youth and Adult sized uniforms at a cost of \$123.94 per uniform

Commissioner Morrill moved to approve Bids for 2017 and 2018 Cheerleading Program Uniform Purchases from Rebel Athletic for Youth and Adult sized uniforms at a cost of \$123.94 per uniform. Seconded by Commissioner Vires.

Commissioner Morrill moved to amend his motion to include an additional fifty uniforms in 2018. Seconded by Commissioner Vires.

Motion passed by roll call vote.

Ayes: Frey, Kelly, Mee, Morrill, Vires, Hodgkinson

Nays: None

Abstain: None

Absent: None

14. Approval of Commissioner attendance to the IAPD Legislative Conference May 2-3 in Springfield IL at an approximate cost of \$680 per Commissioner

Commissioner Morrill moved to approve the Commissioner attendance to the IAPD Legislative Conference May 2-3 in Springfield IL at an approximate cost of \$680 per Commissioner. Seconded by Commissioner Mee.

Executive Director Benard stated that our new Commissioner Kevin Fahey is interested in attending. Motion passed by voice vote.

15. Approval of a Natural Gas Supply Contract for the Wheaton Park District -*Natural Gas Quotes were provided on April 19 and were valid for 24 hours*

Executive Director Benard stated that our current contract with Vanguard and the Illinois Gas Cooperative for natural gas expire July 1. He stated that we can lock into lower rates now rather than seeking price quotes in June when prices will increase due to high demand. The recommended new broker, Scioto, provided gas cost quotes from Constellation who we've used in the past. Prices from Constellation for a three year contract are lower than prices from Vanguard for the same time period.

Commissioner Kelly moved to approve a contract with Constellation Energy for a three year term at a cost of .3050 per therm for accounts on transport. Seconded by Commissioner Vires.

Motion passed by roll call vote.

Ayes: Frey, Kelly, Mee, Morrill, Vires, Hodgkinson

Nays: None

Abstain: None

Absent: None

Commissioner Kelly moved to approve a contract with Constellation Energy for three years at a cost of .0270 per therm for accounts on choice. Seconded by Commissioner Vires.

Motion passed by roll call vote.

Ayes: Frey, Kelly, Mee, Morrill, Vires, Hodgkinson

Nays: None

Abstain: None

Absent: None

REPORTS FROM STAFF

Executive Director Benard stated that the Cosley Foundation Board had two members depart and two new recruits. The report provided is an update on this change. Benard stated that if any of the park board is interested in meeting the new recruits please let him know.

Benard stated that staff continues to review the Cosley Master Plan. We will work on this master plan over the years. Staff will bring this to the Buildings and Grounds Subcommittee in May.

Commissioner Morrill stated that he appreciated the report, that he didn't know some board members had left.

Commissioner Frey commended the Museum staff on a great annual report.

Commissioner Mee recognized that the Museum more than tripled the bottom line and has become more sustainable. He stated this was very impressive.

Commissioner Morrill stated that he discussed with Benard about the golf display at Arrowhead. He stated he would like other board members to take an interest in it and that we are looking for golf memorabilia if people have it.

President Hodgkinson stated it was a beautiful report. She liked the quote in the annual report "This is the best little Museum I've ever been to" She thought that the Museum staff should use the quote in marketing. Hodgkinson stated that she would like to see all of the annual reports combined for the year with highlights only.

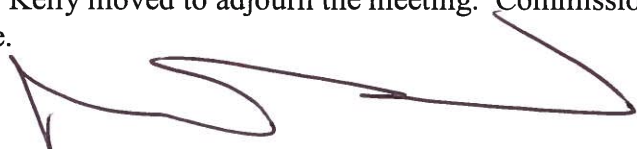
Commissioner Vires asked Director of Special Facilities Andy Bendy about the Skate Caddies. Bendy stated that they sent out an e-blast with the waiver and a video. They've rented 16 of them so far. Bendy stated that if they rent out one a day over eighteen months they will recoup the cost of them.

Commissioner Morrill commended the Zoo on winning second place in Suburban Living for best kid's parties. He also commended Parks Plus Fitness Center and the Museum for winning awards with the Wheaton Chamber of Commerce. He also thought the Adult Ed Webinars were a good idea. He congratulated our new board member Kevin Fahey and to staff member Don Shee on retiring.

Commissioner Mee commended Arrowhead and Pelican Golf on Demo Day. He thought this might be the best one he's been to. He commended Cosley Zoo on their revenue out pacing last year's revenue. He commended Director of Marketing Margie Wilhelmi on all of her marketing efforts throughout the district. He thought it was paying off.

ADJOURNMENT

At 8:45 p.m., Commissioner Kelly moved to adjourn the meeting. Commissioner Frey seconded. Motion passed by voice vote.

A handwritten signature in dark ink, appearing to be "R. Kelly", written over the text of the adjournment.